



**MINUTES OF THE WORK/STUDY MEETING
OF THE CITY COUNCIL
OF THE CITY OF SPRINGVILLE, UTAH
CITY COUNCIL CHAMBERS, 110 SOUTH MAIN STREET
FEBRUARY 18, 2014 – 5:15 P.M.**

The following are the minutes of the Work/Study Meeting of the Springville City Council. The meeting was held on **Tuesday, February 18, 2014 at 5:15 p.m.** in the Springville City Civic Center, Council Chambers, 110 South Main Street, Springville, Utah. Adequate notice of this meeting, as required by law, was posted in the Civic Center and on the City's website, and delivered to members of the Council, media, and interested citizens.

Mayor Wilford W. Clyde presided. In addition to Mayor Clyde, the following were present: Councilmember Rick Child, Councilmember Craig Conover, Councilmember Christopher Creer, Councilmember Dean Olsen, Councilmember Chris Sorensen, City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, and City Recorder Kim Rayburn. Also present were: Golf Director Raymond "Sonny" Braun, Public Community Development Director Fred Aegerter, Public Safety Director, Administrative Services Manager Rod Oldroyd, Buildings and Grounds Director Alex Roylance, Public Works Director Brad Stapley, and Museum of Art Director Dr. Rita Wright.

MAYOR AND COUNCIL DINNER – 4:45 P.M.

The Mayor and Council met in the Council Work Room for informal discussion and dinner. No action was taken on any items.

CALL TO ORDER

Mayor Clyde called the Work Meeting to order at 5:14 p.m.

COUNCIL BUSINESS

- 1) **Minutes** - January 14, 2014 Work Session; and January 21, 2014 Budget Retreat.

COUNCIL MEMBER CONOVER MOVED TO ACCEPT THE MINUTES OF JANUARY 14, 2014, WORK/STUDY MEETING AND THE JANUARY 21, 2014 BUDGET RETREAT MINUTES. COUNCIL MEMBER OLSEN SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR OF THE MOTION. THE MOTION PASSED UNANIMOUSLY.

2) Calendar

- March 4 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- March 11 – Joint Work/Study Meeting of the City Council and the Planning Commission, 5:15 p.m.
- March 18 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.

- April 1 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- April 29, 2014 1:00 p.m. Budget Retreat. Updates to council from City.

Mayor Clyde reported that a Budget Retreat is scheduled for April 29, 2014. The Council will also be presented with budget updates. The Council Members were invited to offer input.

3) Discussion on this evening's Regular Meeting agenda items

- a) Invocation – Council Member Creer;
 - b) Pledge of Allegiance – Council Member Conover;
 - c) Consent Agenda;
- (3) Approval of all City purchase orders properly signed (Springville City Code §2-10-110(5));
 - (4) Approval of the appointments of Patrick and Heidi Money as Chairs of the Art City Days Committee;
 - (5) Approval of the appointment of Brian Johnson to the Economic Development Advisory Committee; and
 - (6) Approval of the appointment of Rod Andrew to the Water Advisory Board and the Power Advisory Board.

4) DISCUSSIONS/PRESENTATIONS.

a) Information Systems – Information Services Manager, John Gleave

Information Services Manager, John Gleave, provided an overview of information services. He stated that the last update was done on June 12, 2012. He introduced his team consisting of Sean Maye, Sandy Harward, and Lisa Bullock. Their individual duties were briefly described.

Mr. Gleave reported on major highlights that have occurred over the past year including Microsoft Exchange being upgraded to the 2010 version. He explained that they do a great deal with a software program called “Track It” that allows employees to send notifications to his team when systems are not working or when a system goes down. A team member makes every effort to respond by 3:00 p.m. the same day if not sooner. It was reported that last year 1,066 tickets were generated by employees.

Mr. Gleave described the system used for computer inventory. He explained that the software and hardware budget remains steady and is close to the line item budget. The inventory as of February 2014 includes 389 desktops. The library is their biggest customer with 89 computers. The Police Department has 39 desktops and there is a server room with 23 devices. Backup is of great concern and they partner with Cache Valley Electric who backs up the servers nightly after which they are sent to a hosting site in Texas. Mr. Gleave informed the Council that their server/switch room is located in the old elevator shaft. It is not fiber to fiber and is managed from a remote location. From a software standpoint they support Caselle. At the library three versions are supported. Other software programs were identified.

82 Mr. Gleave commented on how Springville compares to other municipalities. He looked
at Sandy City's budget earlier in the day and stated that they have six full-time employees who
84 perform IT and website support while Springville has three and half. Sandy City supports 385
desktops while Mr. Gleave's team supports 398. Sandy City's website budget is \$33,000 while
86 Springville's is \$7,200.

Other duties performed were described including more than 175 Cisco phones and
88 switches and just over 100 employee-issued cell phones. The department also conducts
employee software trainings and supervisor trainings every third Thursday.

90 Mr. Gleave commented on the City's website and Facebook page. He opened and
displayed the City's webpage for those present and stated that a counter was included showing
92 the number of visits. The website was designed by employees who serve on the Website
Committee and has been in operation for just over one year. The services of a third-party
94 company were used to design the website using a program called Wordpress, which allows
individual departments to command their own pages. The Mayor stressed the importance of
96 keeping the City's website up to date in order to effectively communicate with citizens.

The City's Facebook page was displayed. Mr. Gleave commented that more emphasis is
98 needed on increasing traffic and keeping pictures updated. Currently there are two individuals
posting on Facebook; Lisa Bullock and Shirley Green. The intent is to dedicate more resources
100 to maintenance. Typically, Facebook is used primarily by individuals aged 25 or younger.
Council Member Conover recommended someone be assigned to oversee Facebook and promote
102 upcoming City events.

A question was raised about critical areas such as SCADA and 911, which is maintained
104 by individual departments. It was clarified that all desktops are managed by the IT Department.
Dispatch is covered by IT with the exception of the 911 system.

106
b) Golf - Golf Director Raymond "Sonny" Braun

108 Golf Director Raymond "Sonny" Braun and Assistant Golf Director Craig Norman were
present and discussed ways to raise revenue for the golf course. Mr. Norman stated that the golf
110 industry is down with about 25% of the core players having been lost. That was not expected to
change dramatically in the near future. It was his opinion that the golf industry is overbuilt.
112 They are looking for ways to change the situation in the City and provide ways for golfers to
spend money in Springville. He noted that it is colder in the canyon during the months of March
114 and April and the deer hunting season and suggested offering discounts during those times.
Aeration was described as a necessary evil for golf courses. He recommended offering a
116 discount after aerations as well.

Assistant Golf Director Norman stated that this year they are on the UGA card on a
118 limited basis and are offering a special on Sundays after 1:00 p.m. and Mondays and Tuesdays
after 12:00 p.m. They were too late to be included in this year's PGA passbook but will look
120 into it for 2015. A new ad was also included in their ad in *Fairways Magazine*.

Assistant Golf Director Norman commented on mass marketing tools available on their
122 new online reservations system. He explained that they have the ability to send texts and have

accumulated over 2,000 phone numbers over the past year. They plan to set up mass messaging very soon. Email addresses were also gathered and they have Twitter and Facebook accounts. It was reported that UGA has 27,000 numbers to which the special was marketed to. Assistant Golf Director Norman remarked that this increased their exposure tremendously. They hoped to generate 10 new players per day from the UGA card.

Assistant Golf Director Norman stated that currently they offer a 20-round punch card. Previously they offered a 10-round card, which seemed more popular. He recommended punch cards be offered that include electric carts. Many courses offer corporate passes and/or punch cards for employees. The possibility of offering discounted range fees with greens fees was also mentioned. Saint George, for example, has rate specific days while the Springville's course offers weekends and holidays. Another option would be to promote a Resident Appreciation Day where citizens can play a round at no charge. The intent was to get exposure and people out to play.

Assistant Golf Director Norman stated that currently their budget is used for advertising. They planned to meet the following day with Avalon Specialties to put together a brochure with pictures and infographics. Their market will be Utah County. Council Member Conover liked the idea of corporate punch cards. Other ideas were offered including bounce back days. The goal was to get people out to play on slow days. The Mayor suggested promoting passes to Springville businesses to offer to customers as a promotion.

c) 950 West Railroad Crossing – City Administrator, Troy Fitzgerald

City Administrator, Troy Fitzgerald, reported that Public Works Director, Brad Stapley, has been working to get an answer from UTA (Utah Transit Authority), UDOT (Utah Department of Transportation), and UP (Union Pacific) about the City's options for railroad crossings at two different locations they believe are critical to the City's transportation infrastructure. The first is the crossing at 950 West. It is a collector route that runs from the north part of the City to 1600 South. The other crossing is near 900 South.

Administrator Fitzgerald indicated that UP has more control over one section of track than another and they continue to look at closing two public crossings near 900 South. Staff's recommendation was to delay 900 South until the need becomes more critical. It was reported that UTA is also looking to close two crossings in exchange for opening another. They are focused more on private crossings than public, which could be beneficial. They suggested three different locations for the Council to consider for closure.

Administrator Fitzgerald indicated that one of the crossings identified acts as a single farm property and is owned by the Wilsons. The crossing is undocumented and is not a public or private crossing. Mr. Stapley did his due diligence and informed the Wilsons that the crossing has been discussed and is not documented. The Wilsons indicated that they have questions and concerns about the crossing being closed. It was noted that the property has access to a public street. The City has very little control and the railroad can close the crossing at any time if it is undocumented.

Administrator Fitzgerald identified a private crossing on an aerial photo displayed. He explained that in actuality the area is fenced and there is no crossing and no access. It was recommended that the Council consider closing the crossing. The location of a second crossing was identified as the Dugdale property. The property owners have been in litigation with the railroad over some of their other crossings. The third crossing proposed for closure was identified and discussed as proposed by UTA. The Mayor inquired as to whether the City has the right to close the crossings and if they will want to reopen them as private. Public vs. private crossings as well as ways to fight undocumented crossings were discussed.

It was reported that the railroad and UTA have access to register and are actively closing crossings. It was noted that the City needs guidance. The intent was to meet with them to obtain additional information and work toward designating it as a public crossing.

AT 6:05 P.M. COUNCIL MEMBER CONOVER MOVED TO RECESS THE MEETING UNTIL 6:30 P.M. COUNCIL MEMBER CREER SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR OF THE MOTION. THE MOTION PASSED UNANIMOUSLY.

The meeting resumed at 6:32 p.m.

5) **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

a) Hardship Committee – Council Member Dean Olsen; and

b) Folkfest Board – Council Member Dean Olsen.

No reports were given.

City Administrator, Troy Fitzgerald reported on HB97, which would prohibit ordinances from identifying a specific breed of dog. Springville's ordinances currently do that. The Chief has asked for letters of support indicating that matters such as this that are under the jurisdiction of the City should remain that way. It was recommended that a document be drafted by the Council to give to the Legislature. Murray City was asking for letters.

Administrator Fitzgerald reported that Spanish Fork is interested in a freeway interchange near the old raceway at 1600 South. Mapleton, Spanish Fork, and Springville have joined together to ensure that there is adequate access to Mapleton along the road identified on the aerial photo and justify the need for the freeway interchange. Spanish Fork was pressured by legislators to raise \$4 to \$5 million for an environmental impact statement. MAG informed them that is not the direction they want to go for a multitude of reasons.

Administrator Fitzgerald stated that Spanish Fork has shifted course and has been working with MAG and UDOT to conduct an economic development corridor study which includes components of the EIS. Money spent on the economic study will go toward decreasing the cost of an environmental impact statement when one becomes necessary. The first step in obtaining funding was to move the transportation project to Phase 1 of MAG's tip. This was done by Spanish Fork. Additionally, MAG and UDOT both indicated that they have funds to

pay the \$500,000 to \$750,000 cost of the economic development corridor study along 1600 South.

Administrator Fitzgerald stated that it is roughly a one-year study process. The interchange would still need to move up to tip, funding, and construction. MAG has indicated that it would not be constructed for at least six years. He wanted the Council to be aware that Spanish Fork is moving very quickly. This would give more access to Mapleton that does not come through the center of the residential area on the east side of town.

Mayor Clyde suggested the City support the intersection as long as there is funding to take the road all the way to Highway 89. Administrator Fitzgerald indicated that he has met with representatives from Spanish Fork who assured him that their mayor is forcefully in favor of that proposition and understands he cannot get Springville or Mapleton's support. Mayor Clyde stated that he would talk to others about the issue.

6) CLOSED SESSION, IF NEEDED – TO BE ANNOUNCED IN MOTION.

The Springville City Council may temporarily recess this meeting and convene in a closed session to discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah State Code Annotated §52-4-205.

COUNCILMEMBER OLSEN MOVED TO TEMPORARILY ADJOURN TO A CLOSED SESSION AT 6:49 P.M. AS PROVIDED BY U.C.A. §52-4-205 IN ORDER TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION. COUNCILMEMBER CHILD SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS: COUNCILMEMBER OLSEN – AYE; COUNCILMEMBER CHILD – AYE; COUNCILMEMBER CREER – AYE; COUNCILMEMBER SORESENSEN – AYE; COUNCILMEMBER CONOVER - AYE. THE MOTION CARRIED UNANIMOUSLY.

THE WORK/STUDY MEETING WAS RECONVENED BY CONSENSUS AT 7:00 P.M. AND COUNCIL MEMBER CHILD MOVED TO ADJOURN THE WORK/STUDY MEETING, COUNCIL MEMBER CONOVER SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR OF THE MOTION. THE MOTION PASSED UNANIMOUSLY.